

FACULTY SENATE

SOUTHEAST MISSOURI STATE UNIVERSITY

FACULTY SENATE BILL 17-A-XX

Approved by the Faculty Senate
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BRIEF SUMMARY: This bill creates a Policy section for Chapter 3-C3 (Advisement of Students).

REVISING “ADVISEMENT OF STUDENTS” TO ESTABLISH A POLICY SECTION

BE IT RESOLVED THAT: Subject to the passage and approval of both this bill and its companion bill establishing a corresponding Procedure section, Chapter 3, Section C, Subsection 3 of the *Faculty Handbook* be amended by replacing the existing content with the following Policy section (to precede the companion Procedure in the *Handbook*).

Policy for Academic Advising

1 Each student is assigned an advisor, who may be a professional staff advisor or ~~Undeclared~~
2 ~~students are advised by the Coordinator of Academic Advising for the School of University~~
3 ~~Studies. Students who have declared a major are advised by a~~ faculty member ~~in their~~ student’s
4 major departments. ~~Students must consult with their advisors to obtain their degree audit reports,~~
5 ~~to enroll, and to make changes in their class schedules.~~

6 ~~Each college has an advising office which coordinates advising in that college for undeclared~~
7 ~~majors within the college. All questions regarding advising should be directed to a college~~
8 ~~advising office.~~ All faculty members should be prepared to serve as academic advisors ~~carry out~~
9 ~~this responsibility~~ as assigned by the department chair ~~person.~~ The department chair is expected
10 to make faculty advising assignments as equitably as possible in relation to faculty members’
11 teaching and university service assignments.

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<u>Action</u>	<u>Date</u>
Introduced to Senate	10/18/2017
Second Senate Meeting	
Faculty Senate Vote	
President’s Review	

Date and Version: 10/15/2017, Version 7 (REDLINE)
Handbook Section: Chapter 3-C3 (Academic Advising)
Proposed Change: Creating a Policy section
Source of Bill: Faculty Senate Academic Affairs Committee

Board of Regents Approval
Posted to Faculty Handbook

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2 Note: Version 6 of this bill, as passed by the Faculty Senate on Feb. 22, 2017, had the following
3 as its final sentence: “Faculty advising assignments should be made as equitably as possible in
4 relation to faculty members’ teaching and university service assignments.”